

Natural Resources Agency
California Department of Water Resources

Delta Levees Special Flood Control Projects
Process for a Delta Levees Special Projects "Directed Action"

Introduction

This document outlines the process for submitting a project proposal (Proposal) for consideration for funding as a "Directed Action," under the Delta Levees Special Flood Control Projects Program (Program). To date, no formal Directed Action process has been documented for the Program, but for clarity and consistency within the Program, the process is now described below.

A Proposal funded by the Program as a Directed Action must be consistent with the Program's current Guidelines for Providing Funding to Local Public Agencies (2014 Guidelines). Wherever possible, the Program strongly encourages proposals that integrate multiple benefits, including benefits for water supply reliability, levee stability, and habitat enhancement. A Proposal must also be consistent with the requirements set forth in Sections 12300 – 12318 of the California Water Code. Applicants submitting a proposal must be in compliance with all requirements associated with this Program and in good standing with the Department.

The types of projects eligible for funding under the Program are listed in the current Guidelines. This process also includes projects that address urgent and critical levee issues that require the Program's immediate attention. Multi-Benefit projects that provide levee integrity, flood protection, water quality, and environmental enhancement benefits are the most beneficial for the Department to achieve the co-equal goals.

Two-Step Directed Action Submittal Process

The initial phase will require that the Local Levee Maintaining Agencies (LMA) submit a Initial Proposal in writing and electronically to the Program; the second phase in this process will require the LMA to submit a Full Proposal electronically. Department of Water Resources (DWR) management will determine if a proposal is acceptable to be funded by the Program as a Directed Action. The two-step process is outlined below.

1) Initial Proposal

The Initial Proposal should consist of a letter describing the different components of the project, including the type of work proposed, the estimated costs, anticipated habitat impacts, and the anticipated benefits of the project (including levee and habitat, local, and statewide benefits). Maps and or drawings may be included to provide additional clarification. The hardcopy letter should be addressed to the Program Manager as follows:

Andrea L. Lobato, P.E., Manager
Delta Levees Program
Department of Water Resources
1416 9th Street, Room 1641
Sacramento, CA 95814

The electronic copy should be sent to the Program Manager at the following email:
Andrea.Lobato@water.ca.gov.

If the Initial Proposal is determined by DWR management to meet the requirements and goals of the Program, the applicant will be asked by formal letter to submit a Full Proposal.

2) Full Proposal

A Full Proposal may be submitted if solicited by the Program, based on the review and acceptance of an Initial Proposal. The Full Proposal should be accompanied by a cover letter addressed to the Program Manager. An electronic copy is also required.

The Full Proposal should include the items listed below:

- A cover sheet that provides an overview of the Project;
- A statement identifying the Applicant's representatives;
- A completed Local Agency Information Sheet (attached);
- A resolution signed by the LMA authorizing submission of the Application and designating a representative to sign the application, enter into a contract with the State of California, implementing a flood protection program, and providing the local cost share;
- A justification for the project and a detailed Project Description. It is in the LMA's interest to offer as much detail and documentation as possible.
 - Include maps, drawings and a statement explaining the assets the Project will protect;
 - Describe how the Project will: provide levee integrity, affect water supply, and provide habitat features incorporated with the Project;
- All habitat enhancement features should be clearly identified. Habitat enhancement features may include Fish Friendly Levee Habitat (Delta-specific channel margin habitat), Shaded Riverine Aquatic, Freshwater Marsh, Scrub-shrub, grasses and other upland native planting and associated weed control measures;
- A statement from a professional civil engineer registered in California who has reviewed the Project Description, discussing the levee stability, flood protection, and water supply reliability benefits of the Project;
- A detailed statement of expected Project costs and detailed financial plan;
- A statement from a qualified biologist or restoration ecologist who has reviewed the Project Description, discussing any possible environmental impacts and the habitat enhancement benefits of the project, and how the Project proposes to meet the requirements of Water Code Section 12314, which requires no net long-term loss of habitat and net habitat improvement;
- A detailed discussion of the environmental permits required for the Project, and a schedule for permit completion; and
- A statement of specific funding from other sources that are associated with the Applicant's financial plan for completing the proposed work.

Local Agency Information

Title of Project:

Short Description:

Applicant Agency:

Legal Name:

Mailing Address:

City, State, Zip Code:

Telephone:()

Fax:()

E-Mail:

Authorized Representative:

Name:

Title:

Telephone:()

Fax:()

E-Mail:

Alternate Contact:

Name:

Title:

Telephone:()

Fax:()

E-Mail:

Cities/Communities in the Protected Area:

County:

Members of Congress:

Name, District Number:

Name, District Number:

State Senators:

Name, Number:

Name, Number:

Members of the State Assembly:

Name, Number:

Name, Number: